

# TAX CHECKLIST

## 2022 Self-Managed Superannuation Funds



### GENERAL

- CSV files for all bank accounts held by the SMSF
- Signed copies of all trustee representation documents (*we will send these to you prior to commencement*)

### SHARES

- Dividend statements
- Buy/sell contracts and CHESS holding statement for any shares sold in the financial year
- HIN or SRN numbers (*if not on your dividend statements, most dividend statements withhold these numbers*) This number is available from your broker (either physically or online).
- Annual report from broker

### MANAGED FUND INVESTMENTS & EXCHANGE TRADED FUNDS (ETF's)

- Annual tax statement
- Distribution statements (usually quarterly)
- Buy/sell contracts and CHESS holding statement for any shares sold in the financial year
- HIN or SRN numbers (*if not on your dividend statements, most dividend statements withhold these numbers*) This number is available from your broker (either physically or online).
- Annual report from broker

### RENTAL PROPERTIES

- See separate "Rental properties" checklist

**Once you have all your documents and would like us to prepare your 2021 Individual Tax Return, please contact our office:**